

NOTICE OF ORDINARY MEETING

Notice is hereby given that the next Meeting of Council will be held in the Council Chambers on **Tuesday, 15 August 2023 at 4.00pm.**

Agenda

1. Submission of Questions for Next Meeting
2. National Anthem
3. Prayer
4. Acknowledgement of Traditional Owners:

“I acknowledge the traditional custodians of the land on which we live, work and play. I pay my respects to our Elders past and present and thank them for the contribution they have made, and continue to make, in the cultural identity of our nation.”

5. Commencement of recording
6. Apologies
7. Declarations of Interest

At this juncture, Councillors should indicate any items in which they have an interest and therefore will not be participating in discussion or voting.

8. Confirmation of Minutes
 - Ordinary meeting held on 18 July 2023
9. Listing of matters to be considered in Closed Council

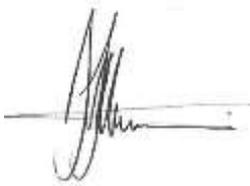
The following matters are listed to be considered in Closed Council in line with the confidentiality policy of Council and Clause 10A (2) of the Local Government Act, 1993, relating to:

- (a) personnel matters concerning particular individuals (other than councillors)
- (b) the personal hardship of any resident or ratepayer
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business
- (d) commercial information of a confidential nature that would, if disclosed:
 - I. prejudice the commercial position of the person who supplied it, or
 - II. confer a commercial advantage on a competitor of the council, or
 - III. reveal a trade secret
- (e) information that would, if disclosed, prejudice the maintenance of the law
- (f) matters affecting the security of the council, councillors, council staff or council property

(g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege information concerning the nature and location of a place or an item of Aboriginal significance on community land.

- Procedural Motion to close Council to Press and Public
- Reports from Servants to Closed Council Meeting
 - General Manager's Performance Review (a)
 - Biodiversity Offset Scheme Credit Offer (d)
 - Gravel Pit Agreements (d)
- Procedural Motion to re-open meeting to Press and Public

10. Reports

A handwritten signature in black ink, appearing to read 'David Neeves', written over a horizontal line.

David Neeves
General Manager

Procedural Motion – to exclude Press and Public

“That by reason of the confidential nature of the matters to be considered in line with the confidentiality policy of Council and Clause 10(2) of the Local Government Act, 1993, relating to financial matters, staff matters, industrial matters, acceptance of tenders, personal affairs of private individuals, possible or pending litigation and such other matters considered appropriate – the Press and Public be excluded from the Meeting.

AUGUST 2023 INDEX

Mayor

- | | |
|---|---|
| 1. Mayoral Commitments | 4 |
| 2. Mayoral Minute – General Manager’s Performance Review (Closed) | 1 |

General Manager

- | | |
|---|---|
| 1. Biodiversity Offset Credit Offer (Closed) | 3 |
| 2. Capital Works Quarterly Budget Review Update | 5 |
| 3. Councillor Remuneration | 7 |

Director Aged Care & Disabilities

- | | |
|---|---|
| 1. Review of Refundable Accommodation Deposit and Daily Accommodation Payment | 9 |
|---|---|

Director Infrastructure

- | | |
|---|----|
| 1. Gravel Pit Agreements (Closed) | 6 |
| 2. Fixing Local Roads Pothole Repair Round Update | 11 |

Director Growth & Liveability

- | | |
|---|----|
| 1. Operational Plan Review 30 June 2023 | 12 |
| 2. Quarterly Budget Review | 13 |

Standard Reports

- | | |
|--------------------|----|
| • Minutes | 35 |
| • Notation Reports | 45 |
| • Cat B | 53 |

MAYORAL MINUTE - 12/23
MAYORAL COMMITMENTS

SUMMARY

To advise of the Mayor's activities since the 18 July 2023 meeting.

.....

20/07/23	RFS Pre-Season Briefing Dubbo
25/07/23	General Manager's Annual Performance Appraisal
25/07/23	Orana Living Working Party Meeting
25/07/23	Meeting with Senior Police Re Staffing of Gilgandra Station
01/08/23	Gilgandra Lifestyles Advisory Board Meeting
02/08/23	On Site Inspection with Landholder re Erosion of Bidson Creek
03/08/23	Coalition of Renewable Energy Mayors Meeting in Sydney
04/08/23	Country Mayors Association of NSW in Sydney
08/08/23	Newell Highway Taskforce via Zoom
08/08/23	Economic Development Committee Meeting
09/08/23	Gathering of Weeds County Councils Dubbo
10/08/23	NSW Weeds Conference Dubbo
15/08/23	Inspection of Joy Trudgett Gallery
15/08/23	EnergyCo Councillor Briefing
15/08/23	Visit by State Deputy Opposition Leader and Shadow Education Minister
15/08/23	Council Workshop and Monthly Meeting

Principal Activity Lead

Policy Implications Nil

Budget Implications Nil

Delivery Program Actions **4.2.1.1**
Implement the Community Engagement Strategy to inform, involve, empower, consult and collaborate with stakeholders

RECOMMENDATION

That the report be noted.

D Batten
Mayor

CAPITAL WORKS QUARTERLY UPDATE

SUMMARY

To provide an update on progress with the 2022-23 Capital Works Program as at 30 June 2023.

.....

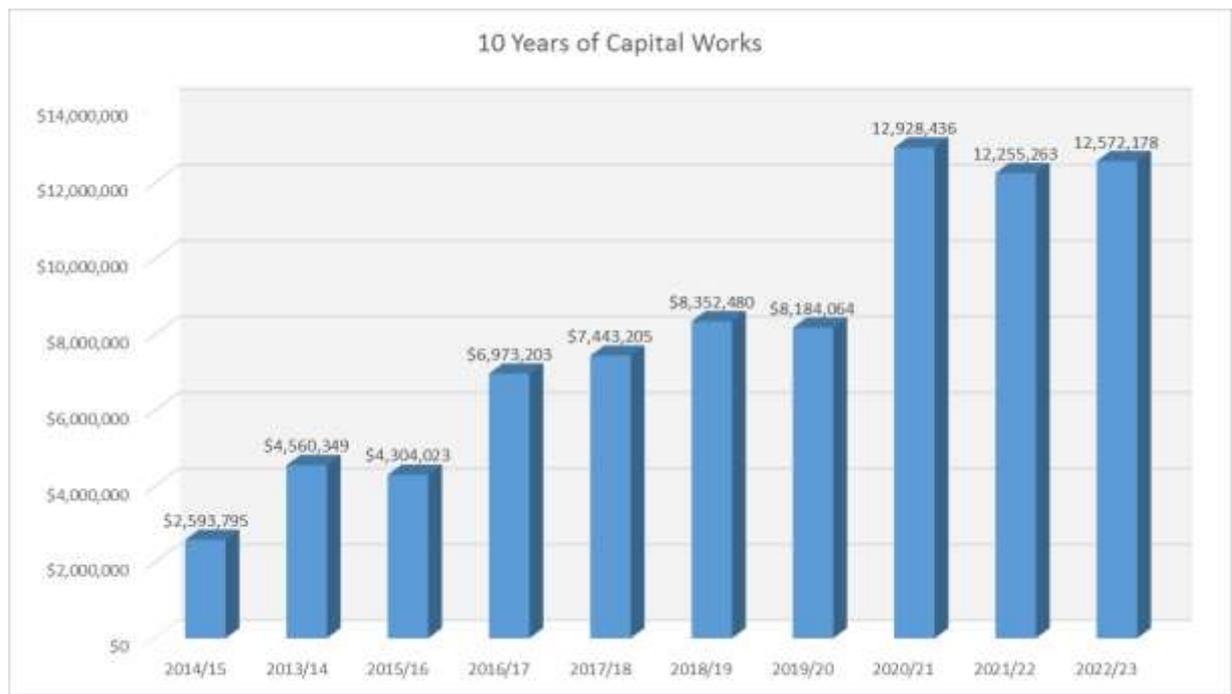
The aim of this review is to provide a brief illustration of the current capital expenditure vs budget - how the project is tracking with some brief comments. (Report included in the attachments).

The capital works program contains approximately 90 individual line items.

The estimated value of the 2022-23 Capital Works is **\$14,045,625** (as amended) across the whole of Council with **\$10,611,178.43** being spent as at the end of quarter which equates to 76% of the budget allocation with 100% of the year completed.

Additionally, **\$1,961,000** of other road works have been performed, as part of operational expenditure and will also be capitalised as part of the end of year financial process. Totaling \$12,572,178 in works.

As with previous years, even with the involvement of external contractors, Council struggled to complete all items adopted in the budget. It is expected that a significant number of capital projects that will carry over into the 2023-24 financial year.



<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Nil
<u>Delivery Program Actions</u>	4.3.3.1 Prepare annual Budgets, Long Term Plan Reviews, Quarterly Budget Reviews and Annual Statements and place investments in line with legislative requirements and Council policy

RECOMMENDATION

That the report be noted.

David Neeves
General Manager

COUNCILLOR REMUNERATION

SUMMARY

To set the Mayoral and Councillor Remuneration for 2023/24 following determinations by the Local Government Remuneration Tribunal.

.....

The Local Government Remuneration Tribunal has handed down its determinations for 2023/24. The Tribunal has determined a 3% increase in the minimum and maximum Mayoral and Councillor fees the forthcoming year.

The following table outlines the Tribunal’s determinations for 2023/24:

General Purpose Councils - Non-Metropolitan

Councillor/Member Annual Fee (\$) effective 1 July 2023

Category	Minimum	Maximum
Major Regional City	19,760	34,330
Major Strategic Area	19,760	34,330
Regional Strategic Area	19,760	32,590
Regional Centre	14,810	26,070
Regional Rural	9,850	21,730
Rural Large	9,850	17,680
Rural	9,850	13,030

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2023

Category	Minimum	Maximum
Major Regional City	41,960	106,960
Major Strategic Area	41,960	106,960
Regional Strategic Area	41,960	94,950
Regional Centre	30,820	64,390
Regional Rural	20,960	47,420
Rural Large	15,735	37,925
Rural	10,490	28,430

County Councils

Councillor/Member Annual Fee (\$) effective 1 July 2023

Category	Minimum	Maximum
Water	1,960	10,870
Other	1,960	6,490

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2023

Category	Minimum	Maximum
Water	4,200	17,850
Other	4,200	11,860

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2))

Council is categorised as a Rural Council and in 2023/24 Council determined fees in accordance with the maximums allowable of \$13,030 for Councillors and an additional \$28,430 for the Mayoral fee.

Principal Activity

Lead

Policy Implications

Nil

Budget Implications

Included in 2023/24 budget allocations

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 AUGUST 2023

Delivery Program Actions

4.3.1.1

Ensure all governance targets and statutory requirements are met in line with the relevant Acts and Regulations and Council policy

RECOMMENDATION

That Council set the fees payable to Councillors and the additional Mayoral fee for 2023/24 at the maximum limits set for a Rural Council.

David Neeves
General Manager

**REVIEW OF REFUNDABLE ACCOMMODATION DEPOSIT (RAD) AND
DAILY ACCOMMODATION PAYMENT (DAP)**

SUMMARY

To review the Refundable Accommodation Deposit and Daily Accommodation Payment applicable to Cooee Lodge Hostel.

.....

At the May Gilgandra Lifestyle Advisory Board meeting, the Gilgandra Admissions and Accommodation Pricing Policy was adopted.

This policy outlines the requirement of the accommodation pricing framework as follows:

In recognition of this and Cooee Lodge's preference for DAP or Combination payment, Cooee Lodge Hostel adopts the following Accommodation Pricing and Payment Framework:

- *At least annually, the Director and Facility Manager will present their recommendations to the GLAB as to the Maximum RAD and DAP to be adopted for the ensuing 12 months.*
- *Within 14 days of the announcement of the MPIR (Maximum Permitted Interest Rate) in any quarter following the setting of the maximum RAD and DAP, the Director will calculate the nominal RAD under the new MPIR by maintaining the prevailing DAP and calculate a new DAP based on the prevailing RAD and present this to the Gilgandra Lifestyles Advisory Board with a recommendation on whether to adjust the RAD or DAP to maintain the equivalence required under the Act and Principles.*

To enable ease of governance and align with the review of the Liquidity Management Strategy, this report is presented to Council for review.

The MPIR is calculated quarterly and is currently 7.9%.

This information is updated quarterly on the Gilgandra Lifestyles website under Fees & Charges: <https://www.gilgandrallifestyles.com.au/Residential-Living/Cooee-Lodge-Hostel/Fees-Charges>

The MPIR is automatically updated when creating new residential contracts through the NERA (National E-Tools Resident Agreement) software program.

A review of neighbouring residential facilities indicates:

Facility	Max RAD	Max DAP
Cooinda, Coonabarabran	\$300,000	\$61.32
Holy Spirit, Dubbo	\$475.00	\$102.50
Bill Newton VC Gardens, Dubbo	\$500,000	\$108.22
Cooee Lodge Hostel	\$300,000	\$64.93

Whilst developing an occupancy wait list and, with no major capital works planned, it is suggested that no change be made to the Residential Accommodation Deposit or Daily Accommodation Payment applicable to Cooee Lodge Hostel.

<u>Principal Activity</u>	Live
<u>Policy Implications</u>	Required to meet Governance component of Aged Care Quality Standards
<u>Budget Implications</u>	Nil
<u>CSP Strategy</u>	1.3.1.7 Meet the governance requirements applicable to Gilgandra Lifestyles

RECOMMENDATION

That no change be made to the current RAD fee of \$300,000.

Donna Dobson
Director Aged Care & Disabilities

FIXING LOCAL ROADS POTHOLE REPAIR ROUND UPDATE

SUMMARY

To provide an update on progress relating to the Fixing Local Roads Pothole Repair Round.

.....

In response to the prolonged period of wet weather and associated road damage, the NSW State Government released the Pothole Repair Round of the Fixing Local Roads Program in December 2022. This initiative was designed to assist regional and rural councils with priority repairs and maintenance of potholes by supplementing existing funding. The total funding was \$50M across NSW with allocations based on the length of the road network within each LGA.

Gilgandra Shire Council's allocation is \$437,931 and all work must be completed by 1 January 2024. At the end of July 2023, Council had spent \$177,883 with \$45,118 spent on Regional Roads and the balance on Local Roads. State Highways are not eligible for the funding.

Council is required to report to the NSW Government on the number of potholes filled. Currently this stands at around 5,500 repaired since the program was initiated. This report is provided as an update on progress regarding the program.

<u>Principal Activity</u>	Live
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	The Pothole Repair Round offsets operational road budgets
<u>Delivery Program Actions</u>	1.1.1.2 Deliver NDRRA program for local and/or regional roads

RECOMMENDATION

That the update on progress relating to the Pothole Repair Round be noted.

Daryl Colwell
Director Infrastructure

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 AUGUST 2023

(CM.PL.1)

2022/23 QUARTERLY OPERATIONAL PLAN REVIEW TO 30 JUNE 2023

SUMMARY

To consider progress with Council's 2022/23 Operational Plan as at 30 June 2023.

.....

Separately enclosed with this business paper is the 2022/23 Operational Plan Review document for the quarter 1 April 2023 to 30 Jun 2023.

<u>Principal Activity</u>	Lead
<u>Policy Implications</u>	Nil
<u>Budget Implications</u>	Actions delivered in line with 2022/23 budget.
<u>Delivery Program Actions</u>	4.3.2.1 Review Council's Integrated Plans in line with NSW State Government guidelines

RECOMMENDATION

That the 2022/23 Operational Plan Review for the quarter ended 30 June 2023 be adopted.

Neil Alchin
Director Growth & Liveability

QUARTERLY BUDGET REVIEW 30 JUNE 2023

SUMMARY

To detail the major variances (greater than 10%) to the original estimates for the 2022/23 financial year as presented in the Quarterly Budget Review as at 30 June 2023. In addition, to report as to whether the Quarterly Budget Review indicates that the financial position of Council is satisfactory, having regard to the original estimates adopted by Council.

.....

List of Budget Changes Previously Adopted by Council

Note	Description	When Done	Income Change	Expense Change	Resp.
1100	Corporate Support Income	Dec	\$50,691		DGL
1100	Corporate Support Income	Mar	\$108,830		DGL
1101	Wages & Other Employee Costs	Sept		\$51,330	DGL
1102	Interest on Borrowings	Mar		-\$128,389	DGL
1103	Administration Expenses	Sept		\$11,874	DGL
1103	Administration Expenses	Mar		\$18,574	DGL
1105	IT Expenses	Dec		\$7,023	DGL
1124	Plant Running Expenses	Mar		\$700,000	DInf
1125	Employee Overhead Costs – General Fund	Sept		\$311,000	DGL
1201	Contribution to NSW Fire Brigades	Sept		\$3,360	GM
1202	Contribution to NSW Rural Fire Service	Sept		\$79,133	GM
1220	Emergency Services Income	Mar	\$2,262		DInf
1300	Health Administration Income	Mar	\$1,156		DGL
1310	Medical Centres Income	Dec	-\$7,920		DGL
1401	Domestic Waste Management Expenses	Sept		\$2,016	DInf
1410	Other Waste Management Income	Dec	\$30,000		DGL
1410	Other Waste management Income	Mar	\$15,000		DGL
1511	Gilgandra Youth Service Expenses	Sept		\$6,991	DGL
1511	Gilgandra Youth Service Expenses	Dec		\$5,000	DGL
1511	Gilgandra Youth Service Expenses	Mar		\$12,500	DGL
1520	Gilgandra Community Care Income	Sept	\$10,000		DACD
1520	Gilgandra Community Care Income	Dec	\$60,000		DACD
1521	Gilgandra Community Care Expenses	Dec		\$58,000	DACD
1600	Housing Income	Mar	-\$4,750		DGL
1601	Housing Expenses	Mar		\$6,500	DGL
1640	Town Planning Income	Dec	\$30,000		DGL
1641	Town Planning Expenses	Mar		-\$80,000	DGL
1651	Street Lighting Expenses	Mar		-\$91,600	DInf
1700	Gilgandra Library Income	Sept	\$1,840		DGL
1700	Gilgandra Library Income	Dec	\$260		DGL
1701	Gilgandra Library Expenses	Sept		\$1,840	DGL

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 AUGUST 2023

1710	Public Halls Income	Mar	\$4,000		DGL
1720	Gilgandra Swimming Pool Income	Dec	-\$16,000		DGL
1721	Gilgandra Swimming Pool Expenses	Sept		\$1,507	DGL
1721	Gilgandra Swimming Pool Expenses	Dec		\$1,000	DGL
1721	Gilgandra Swimming Pool Expenses	Mar		\$3,000	DGL
1730	Sporting Grounds Income	Mar	\$7,208		DInf
1731	Sporting Grounds Expenses	Sept		\$10,000	DInf
1740	Parks & Gardens Income	Sept	\$90,000		DInf
1740	Parks & Gardens Income	Mar	-\$65,200		DInf
1742	Contract Mowing & Gardening Expenses - CHC	Dec		\$28,600	DInf
1750	Gilgandra Fitness Centre Income	Mar	\$200		DGL
1751	Gilgandra Fitness Centre Expenses	Sept		\$4,092	DGL
1751	Gilgandra Fitness Centre Expenses	Dec		\$16,000	DGL
1751	Gilgandra Fitness Centre Expenses	Mar		\$2,000	DGL
1760	Heritage Income	Mar	-\$9,762		DGL
1761	Heritage Expenses	Mar		-\$20,000	DGL
1910	Rural Roads Income	Sept	\$2,000,000		DInf
1910	Rural Roads Income	Mar	\$4,823,377		DInf
1911	Rural Roads Expenses	Sept		\$1,000,000	DInf
1911	Rural Roads Expenses	Mar		\$2,282,930	DInf
1920	Regional Roads Income	Dec	-\$54,409		DInf
1921	Regional Roads Expenses	Dec		-\$29,658	DInf
1930	Contract Income	Dec	\$266,728		DInf
1932	Contract Expenses	Dec		\$266,728	DInf
2000	Caravan Park Income	Mar	\$1,396		DGL
2011	Cooee Heritage Centre Kiosk Income	Dec	-\$75,000		DGL
2013	Cooee Heritage Centre Kiosk Expenses	Dec		-\$35,000	DGL
2015	Economic Development Income	Sept	\$75,860		DGL
2015	Economic Development Income	Mar	\$391,450		DGL
2016	Economic Development Expenses	Sept		\$75,860	DGL
2016	Economic Development Expenses	Dec		-\$40,000	DGL
2016	Economic Development Expenses	Mar		\$130,485	DGL
2017	Marketing Expenses	Dec		\$20,000	DGL
2031	Land Sales Expenses	Mar		-\$5,643	DGL
2050	Lease Income – Property	Mar	\$4,984		DGL
2051	Lease Income - Staff	Mar	\$28,050		DGL
2801	Financial Assistance Grant	Sept	-\$3,092,289		DGL
2803	Interest Income	Mar	\$75,000		DGL
2900	Transfers from Reserves	Sept	\$5,300,717		All
2900	Transfers from Reserves	Dec	\$330,890		All
2901	Transfers to Reserves	Dec		\$60,000	All
2901	Transfers to Reserves	Mar		\$2,624,814	All
2903	Capital Income	Sept	\$5,717,945		All
2903	Capital Income	Dec	-\$622,141		All
2903	Capital Income	Mar	-\$4,627,906		All
2904	Capital Expenditure	Sept		\$8,550,009	All
2904	Capital Expenditure	Dec		-\$245,672	All
2904	Capital Expenditures	Mar		-\$8,807,906	All

2905	Loan Income	Sept	\$1,000,000		DGL
2905	Loan Income	Mar	-\$3,500,000		DGL
2906	Loan Repayments	Mar		-\$214,299	DGL
	General Fund	Sept	\$11,104,073	\$10,109,012	
	General Fund	Dec	-\$6,901	\$112,021	
	General Fund	Mar	-\$2,808,405	-\$3,622,034	
5000	Orana Living	Sept	-\$120,138	\$55,146	DACD
5000	Orana Living	Mar	\$82,000	-\$131,000	DACD
6000	Carlinda Enterprises	Sept	-\$21,200		DACD
7000	Cooee Villa Units	Sept		\$24,093	DACD
7500	Home Care Packages	Sept		\$3,843	DACD
8000	Cooee Lodge	Sept	\$375,000	\$490,370	DACD
8000	Cooee Lodge	Dec	\$170,000	\$117,992	DACD
8000	Cooee Lodge	Mar	\$80,000	\$15,000	DACD
8500	Jack Towney Hostel	Sept	\$230,829	\$239,810	DACD
8500	Jack Towney Hostel	Dec	\$180,000	\$13,000	DACD
8500	Jack Towney Hostel	Mar	\$86,227		DACD
	All Council	Sept	\$11,568,564	\$10,922,274	
	All Council	Dec	\$343,099	\$243,013	
	All Council	Mar	-\$2,560,178	-\$3,738,034	

Result

The overall result for General Fund for this review as at 30 June 2023 is a \$1,476,065 decrease to the estimated surplus at year end to an actual result of a \$30,767 surplus (depreciation not included).

Water Fund has a \$131,902 increase to the estimated surplus at year end to an actual result of a \$166,098 surplus (depreciation not included).

Sewer Fund has a \$116,193 increase to the estimated surplus at year end to an actual result of a \$385,895 surplus (depreciation not included).

Orana Living has a \$982,850 increase to the estimated surplus at year end to an actual result a \$1,268,034 surplus (depreciation not included).

Carlinda Enterprises has a \$55,951 decrease to the estimated deficit at year end to an actual result of a \$17,910 surplus (depreciation not included).

Cooee Villa Units has a \$192,408 increase to the estimated surplus at year end to an actual result of a \$193,664 surplus (depreciation not included).

Home Care Packages has a \$22,041 decrease to the estimated surplus at year end to an actual result of a \$14,612 surplus (depreciation not included).

Cooee Lodge Hostel has a \$139,553 increase to the estimated deficit at year end to an actual result of a \$256,333 deficit (depreciation not included).

Jack Towney Hostel has a \$374,749 decrease to the estimated surplus at year end to an actual result of a \$120,416 deficit (depreciation not included).

The overall result for this review as at 30 June 2023 is a \$533,104 decrease to the estimated surplus at year end for Council as a whole to an actual result of a \$1,700,231 surplus (depreciation not included).

Details - Notes

The following notes are to be read in conjunction with the Quarterly Budget Review documents and contain a detailed description of the major variances to Council's budget. These changes are listed in the variance columns.

GENERAL FUND

Note 1105 (page 2)

IT Expenses

\$80,165 additional expense (12.99%)

Responsible Officer: Executive Leader Transformational Change

The budget overrun is due to the fact that the 22/23 estimates did not reflect the increased costs in Microsoft software licensing, cyber security compliance and the new ICT Managed Services contract that came in as variations during May and June.

Note 1121 (page 2)

Wages & Other Employee Costs

\$260,270 less expense (21.17%)

Responsible Officer: Director Infrastructure

A savings has occurred due to the inability to fill certain positions for significant portions of the year.

Note 1124 (page 2)

Plant Running Expenses

\$258,782 additional expense (55.25%)

Responsible Officer: Director Infrastructure

This is not an increase in expenses as such but a reduction in the plant hire income that is returned from the plant usage. The usage was down due to the wet weather experienced up to November 2022.

Note 1125 (page 2)

Employee Overhead Costs – General Fund

\$241,338 additional expense (77.60%)

Responsible Officer: Director Growth & Liveability

There is an additional charge added to wages (as a percentage) to allow for employee overhead costs such as leave entitlements, superannuation and workers compensation insurance. In this instance, the charge was not enough to cover these costs although some of it can be attributed to staff redundancies at the start of the year. There were also adjustments required to the other funds and this has been done.

The percentage charged on top of wages has been adjusted for the 23/24 year.

Note 1200 (page 3)

Fire Services Income

\$54,810 additional income (62.20%)

Responsible Officer: General Manager

The reimbursement provided for operational costs incurred on behalf of the RFS was significantly larger than anticipated.

Note 1301 (page 3)

Wages & Other Employee Costs

\$65,963 less expense (29.24%)

Responsible Officer: Director Growth & Liveability

A saving incurred due to staff vacancies for a period of time following the staff restructure process.

Note 1302 (page 3)

Health Administration Expenses

\$30,301 less expense (19.87%)

Responsible Officer: Director Growth & Liveability

Also related to the staff vacancies as the majority of the savings is in vehicle running costs.

Note 1311 (page 3)

Medical Centre Expenses

\$30,301 less expense (78.14%)

Responsible Officer: Director Growth & Liveability

An estimate is provided each for maintenance / improvement requests from the tenants. This year the requests were minimal and a savings is the result.

Notes 1401 & 1411 (page 4)

Domestic Waste Management Expenses

Other Waste Management Expenses

\$72,322 less expense (10.35%)

\$28,469 less expense (49.92%)

Responsible Officer: Director Growth & Liveability

These service are funded by annual charges levied in the rating process (domestic waste charges and the rural waste charge). The savings in the expenses are required to be quarantined for the purpose that the income was raised. As a result, the combined savings of \$100,791 is offset by an increase in the transfer to the Waste Facility reserve of \$98,775 on page 10. Please note the difference of \$2,016 is the additional vote during the year which was not funded.

Note 1441 (page 4)

Urban Stormwater Drainage Expenses

\$17,438 less expense (22.93%)

Responsible Officer: Director Infrastructure

Maintenance costs were less than anticipated resulting in a savings.

Note 1450 (page 4)

Noxious Weeds & Insects Expenses

\$14,269 less expense (11.04%)

Responsible Officer: Director Infrastructure

Costs were less than anticipated resulting in a savings.

Note 1500 (page 5)

Wages & Other Employee Costs

\$23,229 less expense (16.23%)

Responsible Officer: Director Aged Care & Disabilities

The savings is the result of staff vacancies for a period of the year.

Note 1501 (page 5)

Community Services Administration Expenses

\$64,991 additional expense (190.29%)

Responsible Officer: Director Aged Care & Disabilities

The additional cost is due to the Initial payment of \$69,500 to Grow Worx for the recruitment process.

Notes 1520 & 1521 (page 5)

Gilgandra Community Care Income & Expenses

\$60,198 less income (19.67%)

\$85,372 less expense (20.53%)

Responsible Officer: Director Aged Care & Disabilities

Less income offset by less expense. The difference between the income of \$245,912 and expense of \$338,780 (including depreciation) is \$92,868 and this amount is a transfer from reserves on page 10.

Notes 1522 & 1523 (page 5)

Gilgandra Community Transport Income & Expenses

\$7,624 additional income (4.59%)

\$163,705 less expense (53.95%)

Responsible Officer: Director Aged Care & Disabilities

The savings in expenses is due to the planned purchase of vehicles not occurring before the end of the year. As a result, the difference between the income of \$173,679 and expense of \$148,420 (including depreciation) is \$25,259 and this amount is a transfer to reserves on page 10.

Notes 1600 & 1601 (page 6)

Housing Income & Expenses

\$11,862 additional income (13.60%)

\$16,556 additional expense (24.72%)

Responsible Officer: Director Growth & Liveability

Greater than anticipated rental income received from the doctor and nurse accommodation but this is offset by increased maintenance expenses. The maintenance expenses increased after the vacancy of two properties required additional work done.

Note 1701 (page 7)

Gilgandra Library Expenses

\$93,047 less expense (17.66%)

Responsible Officer: Director Growth & Liveability

There is a general savings overall in Library operating costs but the main point of difference is an allocation of \$75,743 for grant funding spend that did not eventuate during the year. This amount is offset by the reduced transfer from reserves on page 10.

Note 1741 (page 7)

Parks & Gardens Expenses

\$48,844 additional expense (15.23%)

Responsible Officer: Director Infrastructure

The additional costs are attributed to extra resources required as a result of higher levels of service requested.

Note 1751 (page 7)

Gilgandra Fitness Centre Expenses

\$22,957 less expense (13.99%)

Responsible Officer: Director Growth & Liveability

There was no costs associated with Covid (which was budgeted for) and the expected costs required for maintenance was not required.

Notes 1810 & 1811 (page 7)

Gravel Pits Income & Expenses

\$60,057 additional income (29.93%)

\$90,201 additional expense (53.17)

Responsible Officer: Director Infrastructure

The income is derived from the usage of gravel on the roads while the expenses come from the pushing up of the gravel. The income of \$260,735 against the expenses of \$259,861 indicates that there has been more gravel obtained the used as the dollar rate to use the gravel is higher than the cost to obtain it. The virtual zero net difference is offset by the reduced transfer to reserves on page 10.

Note 1901 (page 8)

Urban Roads Expenses

\$65,694 less expense (20.01%)

Responsible Officer: Director Infrastructure

The maintenance of the urban streets was reduced by 20% during the year in order to accommodate the increased expenditure on the rural roads.

Notes 1910 & 1911 (page 8)

Rural Roads Income & Expenses

\$935,052 less income (13.70%)

\$255,052 less expense (4.34%)

Responsible Officer: Director Infrastructure

An additional claim for \$1.8m had been submitted prior to the end of the year but the payment will not be received until the 23/24 year.

The income budget of \$6,823,377 less the expense budget of \$5,874,229 gave a surplus of \$949,148 and this was offset by a transfer to reserves on page 10. The actual amounts are income of \$5,888,325 less expenses of \$5,619,177 gives a surplus of \$269,149. This amount is offset by an over expend in Regional Roads below. Therefore, the budgeted transfer to reserves has not eventuated. The outstanding \$1.8M claim will be received in the 23/24 FY and will influence a positive outcome in that financial year.

Notes 1920 & 1921 (page 9)

Regional Roads Income & Expenses

\$26,658 less income (7.72%)

\$203,358 additional expense (50.34%)

Responsible Officer: Director Infrastructure

The additional expenditure was offset by additional grant income for the Fixing Local Roads Pothole Repair Program. This income was included in Rural Roads above. The income for Regional Roads of \$349,591 less expense of \$607,358 equates to a deficit of \$257,767 and if offset by the surplus in Rural Roads above.

Notes 1930, 1931 & 1932 (page 9)

State Roads Income, Oncost Charges Profit & Expenses

\$932,582 additional income (43.10%)

\$501,126 additional income (351.04%)

\$1,543,918 additional expense (91.90%)

Responsible Officer: Director Infrastructure

The large percentage increases in both income and expenses are the result of major works undertaken by Council on behalf of Transport for NSW. The end result is a surplus of \$515,595 against a budgeted surplus of \$625,805 which is a reduction of \$110,210 or 17.61%. While the actual result is less than the budgeted result, it is still a solid outcome.

Notes 1940 & 1941 (page 9)

Roads to Recovery Income & Expenses

\$952,458 less income (100.00%)

\$651,686 less expense (68.42%)

Responsible Officer: Director Infrastructure

Due to an issue with reporting, no funding was received in 22/23 while \$25,762 in resheeting, \$243,361 in resealing, \$228 in other works and \$31,421 in administration was spent. Funding will be forthcoming in 23/24.

Notes 1951, 1961, 1970, 1981 & 1991

Bridges, Footpaths, Parking Areas, Aerodromes & Other Expenses

\$25,650 less expense (70.09%)

\$48,134 less expense (70.28%)

\$11,558 additional expense (94.71%)

\$13,176 additional expense (23.12%)

\$33,177 less expense (68.44%)

Responsible Officer: Director Infrastructure

For all of these areas, the reduced and increased expenses are the result of the maintenance requirements during the year being less or more than anticipated. Work was carried out as needed.

Notes 2015 & 2016 (page 9)

Economic Development Income & Expenses

\$30,444 additional income (6.22%)

\$218,379 less expense (65.80%)

Responsible Officer: Director Growth & Liveability

The additional income is the result of grant funding received while the reduced expenses are the result of the grant funding not being spent by the end of the year. This is offset by the following transfers to reserves on page 10:

- Business Case Strategy & Development Fund: \$130,485
- FRRR Community Garden Club: \$30,622
- Community Events Program: \$24,417
- PPP Blueprint 2.0 Development: \$10,000

As well as the capital expenses of \$71,442 in capital on page 11 for Community Events Program.

Notes 2019 & 2020 (page 9)

Inland Rail Income & Expenses

\$149,850 less income

\$170,503 less expense

Responsible Officer: Director Growth & Liveability

Reduced income offset by reduced expenses.

Notes 2040, 2041 & 2042 (page 9)

Private Work Income, Oncost Charges Profit & Expenses

\$205,863 less income (78.99%)

\$11,926 less income (91.52%)

\$135,365 less expense (69.26%)

Responsible Officer: Director Infrastructure

There was minimal private works carried during the year to concentrate on larger projects.

Note 2801 (page 9)

Financial Assistance Grant

\$5,080,503 additional income (365.83%)

Responsible Officer: Director Growth & Liveability

Council has received the entire 23/24 allocation in advance. This additional income is offset by a transfer to reserves of the same amount on page 10.

Note 2803 (page 9)

Interest Income

\$237,119 additional income (113.11%)

Responsible Officer: Director Growth & Liveability

Interest rate returns were significantly higher than estimated. Up from an estimate of 1% to an average of 3.21% for the year.

Note 2900 (page 10)

Transfers from Reserves

\$202,801 additional income

Following is a list of the variances:

- Gilgandra Community Care: \$12,868 additional income that is offset by operations on page 5.
- Gilgandra Community Transport: \$145,000 less income that is offset by operations on page 5.
- Electronic Signage: \$30,000 less income that is offset by less capital expense on page 12.
- Training: \$29,327 less income that is offset by operations on page 2.
- Library Grant: \$75,743 less income that is offset by operations on page 7.
- Economic Development – Signage: \$39,375 less income that is offset by less capital expense on page 12.
- Cooee Heritage Centre: \$79,071 additional income that is offset by less capital income on page 11.
- Caravan Park Water Supply: \$39,134 less income that is offset by less capital expense on page 12.
- McGrane Oval: \$11,118 less income offset by less capital expense on page 12.
- The Mill on Miller Street: \$306,946 less income offset by less capital expense on page 11.
- Your High Street Grant: \$119,640 less income offset by less capital expense on page 11.
- The GIL Events & Activities – Big Ideas Program: \$25,000 additional income offset by additional capital expenses on page 12.
- Plant Purchases: \$476,543 additional income offset by additional capital expense on page 11.

Note 2901 (page 10)

Transfers to Reserves

\$6,423,846 additional expense

Following is a list of the variances:

- Waste Facility: \$98,775 additional expense offset by operations on page 4.
 - Sports Council: \$3,844 less expense the policy of transferring 50% of sports grounds income to a reserve no longer exists.
 - Gravel Pits: \$31,018 less expense offset by operations on page 7.
 - Developer Contribution Fee: \$1,334 less expense offset by operations on page 6.
 - Scrap Steel: \$4,297 less expense offset by operations on page 4.
 - CLIRP Grant: \$11,786 less expense offset by less capital expense (IT Capital) on page 11.
-

- IT Capital: \$17,857 additional expense offset by less capital expense on page 11.
- Business Case Strategy Development Fund: \$130,485 additional expense offset by operations page 9.
- Fixing Local Roads Grant: \$948,849 less expense offset by operations on page 8.
- Gilgandra Community Transport: \$25,259 additional expense offset by operations on page 5.
- Miller Street Plaza Upgrade: \$34,829 additional expense offset by less capital expense on page 12.
- Local Roads & Community Infrastructure: \$515,521 additional expense offset by less capital expense on page 12.
- Sporting & Recreational Precinct: \$23,850 additional expense offset by less capital expense on page 12.
- Library Hub Project: \$47,479 additional expense offset by less capital expense on page 11.
- SCCF Round 5: \$1,017,646 additional expense offset by additional capital expense on page 11.
- Swimming Pool: \$15,000 additional expense offset by less capital expense on page 11.
- FRRR Community Garden Club: \$30,622 additional expense offset by operations on page 9.
- Community Events Program: \$24,417 additional expense offset by operations on page 9.
- PPP Blueprint 2.0 Development: \$10,000 additional expense offset by operations on page 9.
- Electronic Signage: \$45,000 additional expense offset by less capital expense on page 12.
- Live Enjoy Grow Towards 5000 Population: \$10,000 additional expense offset by less capital expense on page 12.
- SCCF Round 4: \$272,731 additional expense offset by less capital expense on page 11.
- Financial Assistance Grant: \$5,080,503 additional expense offset by operations on page 9.
- Staff Training and Development: \$25,000 additional expense to offset additional training proposed in 23/24.

Note 2903 (page 11)

Capital Income

\$2,065,826 less income

Rural Fire Service

\$188,456 less income. The actual income of \$261,544 is to offset the RFS Shed for Warrumbungle & Tonderbrine project (\$231,419) on page 11. It also offsets the \$250,000 capital savings for the RFS also on page 11.

Local Roads & Community Infrastructure

\$1,665,640 less income. The actual income of \$878,444 less total LRCI capital spending on page 12 of \$443,452 equals \$434,992 plus the transfer from reserves of \$90,878 less the Hunter Park Shade Sail capital expense of \$10,349 equals \$515,521 which is the transfer to reserves on page 10.

Curban Hall Committee

\$10,000 less income. No income received which is offset by no capital expense on page 11.

Water Bore Project (Inland Rail)

\$14,185 less income. Reduced income offset by reduced capital expense (\$41,900) on page 12.

Basketball Court Seating

\$15,000 less income. No income received which is offset by no capital expense on page 12.

SCCF Round 4

\$19,152 less income. The actual income received of \$457,231 is offset against the capital expenses of \$184,500 on page 11 and a transfer to reserves of \$272,731 on page 10.

Regional Tourism Activation Fund

\$81,635 less income. This is part of the funding for the Cooe Heritage Centre and a full explanation will be provided in the capital expenses.

Waste Facility

\$86,100 less income. The funding was not forthcoming as the project milestone was not reached before the end of the year. This is partly offset by reduced capital expense (\$60,496) on page 11.

Community Building Partnerships

\$100,000 less income. This was to be used for Drought Communities Program funding but was not received during the year. This \$100,000 and the transfer from reserves of \$67,634 was to fund DCP Extension for \$103,313 and Drought Communities Program from \$64,321. There was \$72,236 spent in DCP Extension and \$9,638 in DCP totalling \$81,874. The reserve of \$67,634 is fully allocated and the remaining \$14,240 worn by Council until this grant funding is received.

Library Hub Funding

The streams of Library Hub project funding are as follows:

- SCCF Round 3 - \$230,000 budget, \$215,959 not received.
- BBRF - \$1,809,029 budget, \$581,497 not received.
- RCF - \$1,014,483 budget, \$114,483 not received.

All up, there was \$3,053,512 allocated and \$2,141,573 received which leaves \$911,939 remaining to be received.

Cooee Heritage Centre

\$10,000 additional income. This is part of the funding for the Cooee Heritage Centre and a full explanation will be provided in the capital expenses.

SCCF Round 5

\$1,017,646 additional income. This funding was received late in the year and is offset by a transfer to reserves of the same amount on page 10.

Note 2904 (pages 11 & 12)

Capital Expenditure

\$2,515,138 less expense

Community Events Program

The additional cost of \$71,443 is funded by the savings in Economic Development on page 9.

Waste Facility

The \$60,496 that is unspent is offset by reduced capital income. The project will be completed in 23/24 with the funding to be received then as well.

DCP Extension & Drought Communities Program

As noted in the capital income above, there was \$72,236 spent in DCP Extension and \$9,638 in DCP totalling \$81,874. The reserve of \$67,634 is fully allocated and the remaining \$14,240 worn by Council until this grant funding is received.

Plant Purchases & Sales

The total budget for this area was \$801,000 and there was \$1,302,721 spent leaving an overspend of \$501,721. This is mostly offset by a transfer from reserves of \$476,543 on page 10.

RFS Sheds for Deep Creek & Warrumbungle / Tonderbrine

The overall cost of \$235,262 is offset by capital income of \$261,544.

IT Capital

The \$21,221 savings is partly offset by an increase transfer to reserves of \$6,071 for the CLIRP grant and IT Capital on page 10.

Rural Fire Service

A savings of \$250,000 which is partly offset by reduced capital income of \$188,456.

Swimming Pool

The savings of \$15,502 is offset by a transfer to reserves of \$15,000 on page 10.

Curban Hall

Savings of \$10,000 offset by reduced capital income of the same amount.

Cooee Heritage Centre

The budget for the Cooee Heritage Centre of \$999,451 (not including LRCI funding streams) was funded by the following:

- CHC Capital Grant - \$44,219
- RTAF Capital Grant - \$91,635
- Transfer from Reserves (CHC) - \$556,161
- Transfer from Reserves (Southern Phone) - \$300,000

The above totals \$992,015.

The actual funding received was \$64,219. The actual amount spent was \$999,451. This left \$935,232 to be funded from reserves on page 10 being \$635,232 from the Cooee Heritage Centre reserve and \$300,000 from the Southern Phone reserve.

When the remaining funding is received in 23/24, it will be allocated towards the project.

Hunter Park Shade Sail

There was \$10,349 spent but no budget allocation. The cost for this project was covered in the LRCI funding as explained in the capital income above.

SCCF Round 4

The actual income received of \$457,231 is offset against the capital expenses of \$184,500 and a transfer to reserves of \$272,731 on page 10.

Library Upgrade

The total budget for the year of \$4,775,860 was made up of the following:

- SCCF Round 3 Grant - \$230,000
- RCF Grant - \$1,014,483
- BBRF Grant - \$1,809,029
- Transfer from Reserves (The Mill on Miller St) - \$379,107
- Transfer from Reserves (Your High Street) - \$119,640
- Borrowings - \$1,000,000
- Council Contribution - \$223,601

Of the total grant funding of \$3,053,512, there was \$2,141,573 received which left a shortfall of \$911,939 which will be received in 23/24 and allocated to the project.

The following funding streams were received or used:

- SCCF Round 3 Grant - \$14,041
 - RCF Grant - \$900,000
 - BBRF Grant - \$1,227,532
 - Transfer from Reserves (The Mill on Miller St) - \$72,161
 - Transfer from Reserves (Your High Street) - \$0
 - Borrowings - \$1,000,000
-

- Council Contribution - \$223,601

This amounts to \$3,437,335 being the amount spent on the project in 22/23. The grant funding remaining to received of \$911,939 plus the unused portions of the reserves being \$426,586 amounts to \$1,338,525 which is the unspent allocation of the budget and is available in 23/24.

Caravan Park Water Supply & Fire Safety Upgrade

An amount of \$39,134 unspent which is offset by a reduced transfer from reserves on page 10.

Sporting & Recreational Precinct

An amount of \$23,850 unspent which is offset by a transfer to reserves on page 10.

Water Bore Project (Inland Rail)

The unspent amount of \$41,900 is partly offset by reduced capital income of \$14,185. The remaining amount of \$27,715 is a savings.

Graincorp Industrial Precinct

The amount of \$339,497 that is unspent is a savings as the project has now been abandoned.

McGrane Oval

An amount of \$11,118 unspent which is offset by a reduced transfer from reserves on page 10.

LRCI 1 & LRCI 2

The actual expense of \$443,452 plus the expense of the Hunter Park Shade Sail of \$10,349 equals a total expense of \$453,801. This against the actual income received of \$878,444 gives a surplus of \$424,643 plus the transfer from reserves of \$90,878 equals \$515,521 which is the transfer to reserves on page 10.

Big Ideas Grant Program

The additional expense of \$25,000 is offset by a transfer from reserves of the same amount on page 10..

Electronic Signage

The project did not eventuate and, as a result, the funds are transferred to reserves on page 10.

Aeropark Design Costs

A savings of \$26,348 that is not required in 23/24.

Basketball Court Seating

Project did not go ahead as funding was not sourced. Savings offset by reduced grant income.

Towards 5000 Population

Allocation of \$10,000 unspent and transferred to reserves on page 10.

Miller Street Plaza Upgrades

The unspent portion of the budget allocation, being \$34,829, is offset by a transfer to reserves on page 10 to be spent in 23/24.

Note 2906 (page 12)

Loan Repayments

\$77,156 additional expense (12.54%)

Responsible Officer: Director Growth & Liveability

A loan was paid out earlier than expected resulting in this additional cost.

Note 3000 (page 14)

WATER SUPPLY

Responsible Officer: Director Infrastructure

The overall income is down by \$39,201 and this can be attributed to reduced sales of water income of \$113,055 due to the wetter than average summer and increased interest income of \$75,300 due to higher than estimated interest rates.

The overall operating expenses are also down by \$146,121 as a result of the less than expected amount of water required to be produced.

Capital expenses are down by \$108,951 and this is partly offset by transfers to reserves of \$83,952 for projects carried over into 23/24.

Note 4000 (page 15)

SEWERAGE SERVICES

Responsible Officer: Director Infrastructure

The overall income is up by \$53,908 and this is the result of reduced usage charges of \$34,099 due to reduced water usage, increased interest income of \$62,563 due to higher interest rates and an increase in sundry income of \$25,379 for higher than anticipated connection fees and sale of treated effluent.

The overall operating expenses were down by \$58,375 due to a slightly lower than average level of treatment required.

Capital expenses are down by \$867,886 but this is offset by transfers to reserves of \$863,976 for projects carried over into 23/24.

Note 5000 (page 16)

ORANA LIVING

\$477,874 additional income

\$504,976 less expense

Responsible Officer: Director Aged Care & Disabilities

The increase in income is due to \$100,000 additional interest; a \$210,000 donation from a client's family, an underspend on vehicles due to delivery delays, along with difficulty in recruitment and staffing. Additionally \$250,000

budgeted for capital works for the completion of 63 Waugan Street was not expended. Together, increased income and decreased expenditure have resulted in the surplus for the 22/23 financial year. It should be noted however that each individual outlet was not in excess of the 10% expected variances.

Note 6000 (page 17)

CARLGINDA ENTERPRISES

Responsible Officer: Director Growth & Liveability

An increase in income of \$55,944 is due to funding received for a higher number of clients than was originally estimated. This is also reflected in the increased cost for wages (\$33,347) but that is offset by reduced operational expenses (\$53,754) and increased capital costs (\$20,400).

Note 7000 (page 18)

COOEE VILLA UNITS

Responsible Officer: Director Aged Care & Disabilities

Cooee Villa Units has had an improvement in the overall end of year result \$193,662.41 surplus primarily due to increased interest earnings and retained bond income, full occupancy and reduced capital expenditure. It is pleasing that the amendments to the budget has improved the residents operating expenses to be aligned with the resident fees obtained.

Note 7500 (page 19)

HOME CARE PACKAGES

Responsible Officer: Director Aged Care & Disabilities

An overall reduction in income of \$156,544 (42.89%) against reduced expenses of \$134,503 (40.46%). This is a result of a reduced usage of the service.

Note 8000 (page 20)

COOEE LODGE

\$24,113 less income

\$115,420 additional expense

Responsible Officer: Director Aged Care & Disabilities

Cooee Lodge Hostel operations have returned a deficit result of \$345,782 including capital expenditure or an operational deficit excluding capital of \$253,710. The final result saw a worsening of the forecast budget result of a \$116,781 deficit. This can be primarily attributed to two factors, less grant income than forecast and higher than expected wages.

It what was a difficult year to accurately forecast grant subsidies to be received with changing from the ACFI funding model to the ANNAC model. Pleasingly, the operating grant subsidies (ANNAC, accommodation supplements) returned a 2% uplift from the budgeted forecast result or \$48,937. Income from resident's fees tracked 1.5% above budget or \$18,386.89. There was also 106% uplift in interest income received to return \$58,769 additional income over the forecast result.

Other grant income received, namely the Business Improvement Fund and the Covid Grants were \$126,875 below the forecast results. Income from Commonwealth Covid Grant has been delayed and well publicised.

Overall, the total income received for the 22/23 financial year was \$5,016,58, \$24,132 below the forecast income. The outstanding Covid and Business Improvement Funds grant funds, once received will be accounted for the 23-24 financial year. The positive from this year has been the uplift in the Grant Subsidies through the ANNAC funding models and as this funding model matures Cooee Lodge Hostel will gain greater confidence in budgeting forecasts for 23-24.

Expenses throughout the 22/23 year have fluctuated. There has been moderate savings in ground and building maintenance, replacements and administration expenses. There has been increased costs in food and residential care (namely, medical supplies). The increase costs in food can be attributed to the inflationary costs of food and changes in key staff within the food services area. Residential care costs have seen a slight increase which is also attributed to inflationary pressures and changes required as a result of the ACQSC accreditation audit findings.

Wages has been the area that has impacted budgeted expenses. Recruitment expenses were \$19,420 above budget estimates due to the additional recruitment required. There was savings in wages for direct employees however this was offset by significantly increased costs to agency staff of \$275,257 above the budget estimates. These increased costs are primarily attributed to the additional agency RN's and AIN's required to fill vacancies within a tiring workforce. The wages and employee costs line item overall has incurred additional costs of \$213,998 over the forecast budget estimates. Some of these costs are attributed to the additional resources required during the Covid Outbreak and will be recoverable with the Covid grant.

There were savings in the capital allocations as there was no expenditure within the major equipment replacements or building works. The fire protection upgrades works tracked to the budget estimates of \$101,072 Capital Works.

Whilst the final results shows another deficit and a worsening to the forecast budget estimates, the actual results would be close to the budgeted result should the outstanding grant funding have been received. Moving into 23-24, we can look forward to Groworx staffing helping ease the reliance on agency staff thus reducing those costs. Income wise, our knowledge of ANNAC funding is maturing and we are confident of continued improvement over a full year in the subsidies and supplements received.

Note 8500 (page 21)

JACK TOWNEY HOSTEL

\$133,872 additional income

\$508,621 additional expense

Responsible Officer: Director Aged Care & Disabilities

The additional income of \$133,872 represents a variance of 10.13% and is mainly due to funding. The additional expenses of \$508,621 represent a variance of 47.28% and is the result ICT capital expenses of \$345,728 and equipment purchases totalling \$120,000. These costs were to acquit funding received in the previous year (21/22).

Total funding for JTH for 22-23 financial year was \$955,423.25 (an increase in previous funding of \$435,257.03 from previous years)

Noting that this year the results is a \$120,416 deficit. A forward grant payment of \$233,819.58 for agreed non capital expenditure was received in the 21/22 financial year but has not carried over into the 22/23 budget as a transfer from reserves. If a transfer from reserves were to acknowledge the previous FY payment, the 22-23 results would be year will be a surplus of \$118,910.92.

Finance Manager's Comments / Recommendations

General Fund

The original budget estimate for General Fund was an end of year result of a \$182,939 deficit (depreciation not included). This review indicates an actual result of a \$30,767 surplus (depreciation not included) which is an improvement of \$213,706.

The major influences on the budget result of \$2.1M (DRFA and R2R) of unclaimed road funding that has already been expended. This will be received in 23/24.

Included in the final result is \$6,423,846 transfer to reserves, primarily for a forward payment of FAGS (\$5,080,503) and the balance essentially on incomplete capital projects with committed matching grant funding.

This result should be viewed as being satisfactory compared to the original budget.

Water Fund

The original budget estimate for Water Fund was an end of year result of a \$34,196 surplus (depreciation not included). This review indicates an actual result of a \$166,098 surplus (depreciation not included) which is an improvement of \$131,902 and should be viewed as being satisfactory compared to the original budget.

Sewer Fund

The original budget estimate for Sewer Fund was an end of year result of a \$269,702 surplus (depreciation not included). This review indicates an actual

result of a \$385,895 surplus (depreciation not included) which is an improvement of \$116,193 and should be viewed as being satisfactory compared to the original budget.

Orana Living

The original budget estimate for Orana Living was an end of year result of a \$247,468 surplus (depreciation not included). This review indicates an actual result of a \$1,268,034 surplus (depreciation not included) which is an improvement of \$1,020,566.

This result should be viewed as being satisfactory compared to the original budget.

Carlginda Enterprises

The original budget estimate for Carlginda Enterprises was an end of year result of a \$16,841 deficit (depreciation not included). This review indicates an actual result of a \$17,910 surplus (depreciation not included) which is an improvement of \$34,751. This result should be viewed as being satisfactory compared to the original budget.

Cooee Villa Units

The original budget estimate for Cooee Villa Units was an end of year result of a \$5,349 surplus (depreciation not included). This review indicates an actual result of a \$193,664 surplus (depreciation not included) which is an improvement of \$188,315. This result should be viewed as being satisfactory compared to the original budget.

Home Care Packages

The original budget estimate for Home Care Packages was an end of year result of a \$40,496 surplus (depreciation not included). This review indicates an actual result of a \$14,612 surplus (depreciation not included) which is a worsening of \$25,884. This result should be viewed as being unsatisfactory compared to the original budget.

The end result is still a surplus. No remedial action is necessary.

Cooee Lodge

The original budget estimate for Cooee Lodge was an end of year result of a \$118,418 deficit (depreciation not included). This review indicates an actual result of a \$256,333 deficit (depreciation not included) which is a worsening of \$137,915. This result should be viewed as being unsatisfactory compared to the original budget.

As noted in the comments, there is outstanding funding for Cooee Lodge that would have improved the result considerably. This will be paid in 23/24. No remedial action is necessary.

Jack Towney Hostel

The original budget estimate for Jack Towney Hostel was an end of year result of a \$10,087 surplus (depreciation not included). This review indicates an actual result of a \$120,416 deficit (depreciation not included) which is a worsening of \$130,503. This result should be viewed as being unsatisfactory compared to the original budget.

As noted in the comments, there was grant funding received in the previous year that was required to be acquitted this year. No remedial action is necessary.

Overall Position

The original budget estimate for Gilgandra Shire Council was an end of year result of a \$289,100 surplus (depreciation not included). This review indicates an actual result of a \$1,700,231 surplus (depreciation not included) which is an improvement of \$1,411,131. This result should be viewed as being satisfactory compared to the original budget.

Estimated Financial Performance Indicators

The ratios for 2020/21 and 2021/22 are actual ratios for Council's information while those for 2022/23 are an estimate only until the financial statements are completed and are subject to change.

	Benchmark	2022/23	2021/22	2020/21
Operating Performance Ratio	> 0.00%	3.64%	6.18%	0.96%
Own Source Revenue Ratio	> 60.00%	65%	66.06%	63.97%
Unrestricted Current Ratio	> 2.00:1	3.85:1	3.47:1	3.86:1
Debt Service Cover Ratio	> 3.00 x	11.00 x	9.10 x	7.00 x
Rates & Charges Outstanding	< 10.00%	8.50%	8.68%	8.55%
Cash Expense Cover Ratio	> 6.00 x	12.00 x	11.14 x	11.42 x
Building & Infrastructure Renewal Ratio	> 100.00%	100%	138.69%	147.73%
Renewal Backlog Ratio	< 2.00%	2.22%	2.22%	1.89%
Required Maintenance Ratio	> 1.00	1.00	1.05	1.06

Principal Activity

Lead

Policy Implications

Nil

Budget Implications

Review of Annual Budget

Delivery Program Actions

4.2.2.1

Provide financial planning and reporting to ensure Council maintains accurate and timely financial records that facilitate sound decision making

4.2.1.1

Develop and maintain and regularly review strategic plans in line with Integrated Planning requirements

RECOMMENDATION

That, subject to any decisions on the recommendations as reported, the Quarterly Budget Review document and report as at 30 June 2023 be adopted.

Neil Alchin
Director Growth & Liveability

MINUTES – COMMITTEE MEETINGS FOR ADOPTION

SUMMARY

To present the following minutes of Committee meetings for consideration and adoption.

.....

Gilgandra Lifestyles Advisory Board

1 August 2023

Principal Activity

Lead

Policy Implications

Nil

Budget Implications

Nil

Operational Plan Actions

4.2.1.1

Implement the Community Engagement Strategy to inform, involve, empower, consult and collaborate with stakeholders*

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 AUGUST 2023

GILGANDRA LIFESTYLES ADVISORY BOARD

1 August 2023

PRESENT

Cr P Mann (Chair)
Cr D Batten
Cr A Bunter
Cr N Mudford
Cr G Peart
Mr B Bailey (Pride Living) – via videoconference

IN ATTENDANCE

Mr D Neeves (General Manager)
Mrs D Dobson, (Director Aged Care & Disabilities)
Mr G McAnally-Elwin (Finance Manager)
Julie Prout (Executive Assistant)

Proceedings of the meeting commenced at 3.30pm

APOLOGIES

Cr G Babbage
Ms K Ong (Pride Living)

COMMITTEE'S RECOMMENDATION – 26/23	Cr Peart/Cr Batten
That the apologies submitted be accepted.	

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION 27/23	Cr Peart/Cr Batten
That the Minutes of the meeting held on 2 May 2023 be confirmed.	

BUSINESS ARISING

Nil

SERVICE UPDATE – COOEE LODGE HOSTEL

SUMMARY

To provide an update on activity within Cooee Lodge Hostel.

Proceedings in Brief

It was noted:

- As of today there is currently only one vacancy in the Hostel
- Heavily reliant on agency staff – currently about 45%
- Four new RN's have commenced
- Management is consciously rationalising expenditure
- In relation to reporting, descriptions/explanations and trends can be expanded on and reported in context.
- The data now is considered more accurate than previously reported due to improved knowledge and use of the system

COMMITTEE'S RECOMMENDATION – 28/23	Cr Mudford/Cr Peart
That the report be noted.	

(CS.RP.1)

COOEE LODGE RETIREMENT VILLAGE

SUMMARY

To provide an update on the Cooee Lodge Retirement Village.

Proceedings in Brief

The pricing of the Villa Units was queried and it was noted that the Chair of this Committee should be included on price setting of units in future.

COMMITTEE'S RECOMMENDATION – 29/23	Cr Mudford/Cr Peart
That the report be noted.	

(CS.SP.1)

**SERVICE UPDATE – JACK TOWNEY HOSTEL, HOME CARE PACKAGES,
COMMUNITY CARE AND SOCIAL SUPPORT**

SUMMARY

To provide an update on activity within Jack Towney Hostel, Home Care Packages, Community Care and Social Group.

COMMITTEE'S RECOMMENDATION – 30/23	Cr Bunter/Cr Mudford
That the report be noted.	

QUARTERLY BUDGET REVIEW

SUMMARY

To present the Quarterly Budget Review for Gilgandra Lifestyles for the quarter ending 30 June 2023.

Proceedings in Brief

Donna Dobson added some context around the Budget Reviews as follows:

Cooee Lodge Hostel

- Accommodation bonds dwindling as most are on RADS/DAPS
- Wage increase under State Award within Local Government facilities to obtain parity with Federal Award – communicated to all affected staff
- Water authorities now licensing bores and will meter usage
- Working towards 24/7 RN's – communicating with Department in relation to this
- Fire Protection – issue with pressure dropping slowly, however it is functional and meets requirements

Villa Units

- Retained bond income is \$258,000 not \$200,00 as reported – this had not been calculated at time of preparing reports
- Bruce Bailey commented on reporting format whereby Council includes both Depreciation and Capital Expenses (doubling up on costs) and loan repayment amount. Bruce suggested for reporting purposes to take out Capital Expenses and loan repayments. Further discussion on this to occur.
- The loan for extension of infrastructure for the newer units will be paid out this year

Jack Towney

- Transfer to Reserves for room upgrades occurred but transfer not shown – had to be spent by 30 June with agreed quotes
- Increase in funding by \$430,000 ongoing
- \$375,000 to be spent on IT infrastructure upgrades
- Future funding amounts discussed as well as plans for capital expenditure and improvements

Home Care

- Looking at working smarter, combined social support, sharing workers, etc.
- Home care reforms to occur within the next two years

COMMITTEE'S RECOMMENDATION – 31/23	Cr Bunter/Cr Mudford
That the report be noted.	

(CS.RP.1)

BUSINESS IMPROVEMENT FUND

SUMMARY

(CS.RP.1)

To provide an update on expenditure to date with the Business Improvement Fund (BIF).

Proceedings in Brief

- Council is still awaiting payment of \$131,000 (part 2 payment of the BIF)
- There was a reallocation of \$50,000 to minor capital works earlier in the year

COMMITTEE'S RECOMMENDATION – 32/23	Cr Bunter/Cr Mudford
---	----------------------

That the unassigned funding of \$20,765.50 be allocated to support the recommendations of the Dementia Environment Audit, increasing the amount to be spent on minor capital works to \$70,765.50.	
--	--

(FM.AC.1)

LIQUIDITY MANAGEMENT STRATEGY

SUMMARY

To present the draft Liquidity Management Strategy for review.

COMMITTEE'S RECOMMENDATION – 33/23	Cr Bunter/Cr Peart
---	--------------------

That the revised Liquidity Management Strategy, as presented, be adopted for a further 12 months.	
---	--

Proceedings in Brief

It was noted that due to time constraints, the RADs report was not presented to this meeting but will be presented to the August Council meeting to enable future reviews to be conducted at the August GLAB meeting in line with the Governance Calendar.

(CS.RP.1)

ANONYMOUS COMPLAINT TO ACQSC

SUMMARY

To advise of an anonymous complaint received about Cooee Lodge Hostel to the Aged Care Quality and Safety Commission

COMMITTEE'S RECOMMENDATION – 34/23	Cr Batten/Cr Bunter
---	---------------------

That the report be noted.	
---------------------------	--

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 AUGUST 2023

STAR RATING

SUMMARY

To provide an explanation of the Star Ratings for residential services.

COMMITTEE'S RECOMMENDATION – 35/23	Cr Bunter/Cr Batten
That the report be noted.	

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.00PM.

Cr P Mann
Chair

MINUTES – COMMITTEE MEETINGS FOR NOTATION

SUMMARY

To present the following minutes of Committee meetings for notation.

.....

Consultative Committee

4 July 2023

Principal Activity

Lead

Policy Implications

Nil

Budget Implications

Nil

Operational Plan Actions

4.2.1.1

Implement the Community Engagement Strategy to inform, involve, empower, consult and collaborate with stakeholders*

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 AUGUST 2023

CONSULTATIVE COMMITTEE

4 July 2023

PRESENT

Mr B Dixon, USU Outdoor Staff Representative
Mr C Marchant, USU Outdoor Representative
Mr M Foran, USU Outdoor Representative
Mr G McAnally-Elwin, USU Indoor Representative
Mr D Colwell, Management Representative
Mrs Donna Dobson, Management Representative
Mrs M Welsh, Management Representative

IN ATTENDANCE

Mrs J Eason, People and Culture Manager

Proceedings of the meeting commenced at 9.31am.

APOLOGIES

Mr N Alchin, Management Representative
Mr D Neeves, Management Representative

COMMITTEE'S RECOMMENDATION – 10/23	D Colwell/D Dobson
That the apologies submitted be accepted.	

ABSENT

DECLARATIONS OF INTEREST

Nil

CONFIRMATION OF MINUTES

COMMITTEE'S RECOMMENDATION – 11/23	C Marchant/B Dixon
That the Minutes of the meeting held 14 March 2023 and the Minutes of the Extraordinary meeting held 9 May 2023 be confirmed as a true and correct record of the meetings.	

HEALTH AND WELLBEING PROGRAM

SUMMARY

To provide information on the Health and Wellbeing program.

COMMITTEE'S RECOMMENDATION – 12/23	B Dixon/D Dobson
That the report be noted	

The People & Culture Manager also advised a survey had been issued to staff seeking feedback from them in relation to the Health and Wellbeing program and asked the committee to encourage staff to complete the survey.

RECRUITMENT

SUMMARY

To provide information on recruitment.

COMMITTEE'S RECOMMENDATION – 13/23	B Dixon/D Dobson
That the report be noted	

TRAINING

SUMMARY

To provide information on training.

COMMITTEE'S RECOMMENDATION – 14/23	B Dixon/D Dobson
That the report be noted	

GENERAL BUSINESS

- Mr C Marchant advised Mr M McLaughlin has resigned from Council and that he was elected the USU Delegate.
 - Mr C Marchant advised Mr M Foran has replaced Mr M McLaughlin, USU Outdoor Representative on this committee
 - Mr C Marchant asked about the questions in the appraisal process in PULSE and that there was no questions for employees to provide feedback on supervisors, or when both parties do not agree to the answer of a question.
 - Mr D Colwell advised where he provides that feedback when doing appraisals.
-

- Mrs M Welsh advised the following:
 - Recent Transformation Change training to ELT, T3 Managers, & Team Leaders provided them with tools to obtain feedback from staff
 - Staff are able to add comments throughout the process and that Appraisals are about positive feedback and that if there are concerns on an employees performance that are raised at appraisal time, these concerns should not be surprises and they should have been raised prior to the performance appraisal with the employee.
 - If an employee does not agree with the outcome of the appraisal they can elect to have a meeting with the relevant Director.
 - The appraisal questions in PULSE will be reviewed in 23/24.
- Mr B Dixon asked about the rule regarding competency steps when training is not offered and whether an employee progresses through the steps.
- Mrs J Eason advised of Council's Rules of Progression adopted by the Consultative Committee on 3 December 2019. Training must be listed as essential during the annual appraisal and if the training is not completed within two years of being identified at the annual appraisal because the employee was not offered the training the employee will be paid at the higher step.
- Mr M Foran asked for some information on what the purpose of the Consultative Committee is so he is prepared for future meetings. Mrs J Eason provided Mr M Foran with a copy of the Consultative Committee Constitution and will provided Mr M Foran with the clause in the Local Government (State) Award that refers to the Consultative Committee.

NEXT MEETING

The next Committee meeting will take place on 5 September 2023.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9.44AM.

G McAnally-Elwin
Acting Chair

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 AUGUST 2023

REPORTS FOR INFORMATION AND NOTATION

SUMMARY

To present reports for information and notation.

.....

- Statement of Bank Balances (Local Government (Financial Management) Regulation No. 93) and Investment Balances
- Matters Outstanding from Previous Council Meetings
- Questions for Next Meeting
- Development Applications

Any questions which Councillors may have in relation to these reports and/or issues to be raised, should be brought forward at this time.

STATEMENT OF BANK BALANCES AND INVESTMENT BALANCES

SUMMARY

Statement of Bank Balances and Investment Balances
 To present the following information relative to the above report headings:

.....

1. Statement of Bank Balances (Local Government Financial Management Regulation No.19) - Month of July 2023.
2. Certificate of Bank Reconciliation - Month of July 2023.
3. Details of investments as at 31 July 2023 (Local Government Financial Management Regulation No.19).

CASH BOOK BALANCE AS AT	30-Jun-23	\$6,258,308.03
Plus: Receipts		\$7,165,995.43
Less: Payments		\$7,879,511.56
CASH BOOK BALANCE AS AT	31-Jul-23	<u>\$5,544,791.90</u>

STATEMENT BALANCE AS AT	30-Jun-23	\$7,197,092.40
Plus: Receipts		\$7,154,697.06
Less: Payments		\$8,721,672.47
STATEMENT BALANCE AS AT	31-Jul-23	<u>\$5,630,116.99</u>

Plus: Unpresented Receipts		\$11,298.37
Less: Unpresented Payments		\$96,623.46
RECONCILED BALANCE AS AT	31-Jul-23	<u>\$5,544,791.90</u>

Cashbook balance as at 31 July 2023:	\$5,544,791.90
Investments held as at 31 July 2023:	\$30,000,013.70
Total Cash & Investments Held as at 31 July 2023:	<u>\$35,544,805.60</u>

The bank balances in each of the funds as at 31 July 2023 are:

General Fund	\$15,224,017.88
Water Fund	\$3,147,570.65
Sewer Fund	\$3,245,905.23
Orana Living	\$5,848,362.88
Carlinda Enterprises	\$582,353.37
Cooee Villa Units	\$2,524,906.58
Cooee Lodge	\$3,716,996.56
Jack Towney Hostel	\$1,040,839.02
Trust Fund	\$213,853.43

Balance as per Total Cash & Investments Held: \$35,544,805.60

Details of Council's investments are as follows:

(1)	\$1,000,000.00	For 365 days	4.90%	Due 08-Mar-24	With Defence
(2)	\$1,000,013.70	For 274 days	3.14%	Due 04-Sep-23	With Bendigo
(3)	\$1,500,000.00	For 366 days	4.30%	Due 04-Mar-24	With Bendigo
(4)	\$1,000,000.00	For 271 days	5.01%	Due 8-Apr-24	With Macquarie
(5)	\$1,000,000.00	For 272 days	4.00%	Due 11-Sep-23	With Macquarie
(6)	\$1,000,000.00	For 364 days	3.54%	Due 25-Aug-23	With Macquarie
(7)	\$1,000,000.00	For 270 days	5.05%	Due 23-Apr-24	With Macquarie
(8)	\$1,000,000.00	For 92 days	4.64%	Due 08-Aug-23	With Macquarie
(9)	\$1,000,000.00	For 180 days	4.65%	Due 11-Oct-23	With Bank of Qld
(10)	\$2,500,000.00	For 182 days	5.51%	Due 08-Jan-24	With Suncorp
(11)	\$2,000,000.00	For 181 days	4.90%	Due 27-Nov-23	With NAB
(12)	\$2,000,000.00	For 122 days	5.15%	Due 13-Nov-23	With NAB
(13)	\$2,000,000.00	For 180 days	4.80%	Due 14-Nov-23	With NAB
(14)	\$1,000,000.00	For 181 days	4.60%	Due 28-Aug-23	With NAB
(15)	\$3,000,000.00	For 180 days	4.35%	Due 08-Aug-23	With NAB
(16)	\$2,000,000.00	For 182 days	4.75%	Due 13-Nov-23	With NAB
(17)	\$2,000,000.00	For 181 days	4.60%	Due 28-Aug-23	With NAB
(18)	\$2,000,000.00	For 180 days	5.35%	Due 10-Jan-24	With NAB
(18)	\$2,000,000.00	For 452 days	5.15%	Due 26-Aug-24	With Bank of Qld
Total					\$30,000,013.70
Investments:					

OUTSTANDING MATTERS FROM PREVIOUS MEETINGS

SUMMARY

To provide an update in relation to matters previously resolved at Council Meetings requiring further action to be taken.

.....

<u>Res. No.</u>	<u>Subject</u>	<u>Action</u>
<u>July 2022</u>		
141/22	Compulsory Acquisition by Agreement Of Road Reserves and Licence Agreement	Report to future meeting
<u>November 2022</u>		
231/22	ARTC Housing Design	To be included in Tenders in 2023
<u>December 2022</u>		
227/22 240/22	Audit Risk Improvement Committee Chair	Commencement Pending
247/22	Subdivision of 6324 Newell Highway, Gilgandra	Stage 1 Subdivision completed – Registration Pending
248/22	Castlereagh River Restoration and Beautification Project – Sears and EOI/Tender	Report to future meeting
<u>July 2023</u>		
137/23	2023 Local Government NSW Annual Conference	Motions to be put forward

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 AUGUST 2023

PROGRESS ON “QUESTIONS FOR NEXT MEETING”

SUMMARY

To inform Council of appropriate action which has or will be taken in relation to Councilors “Questions for Next Meeting” outstanding from previous meetings.

.....

December 2022

Upgrade of National Park Road and
Baronne Creek

Applications have been submitted,
report to later meeting

Gravel Pits

Report to this meeting

MEETING OF:
HELD ON:

GILGANDRA SHIRE COUNCIL
15 AUGUST 2023

DEVELOPMENT APPLICATIONS

The following development applications were approved during June 2023:

DA Number	Applicant's Name	Application	Property address	Development Value
2023/489	DJ Dobson	Swimming Pool	24 Butler Drive Gilgandra	\$62,075
2023/493	S Briggs	Alterations and Addition to	10 Hall Street Gilgandra	\$114,000
				June \$176,075
				Total 2023 \$14,382,707

The following development applications were approved during July 2023:

DA Number	Applicant's Name	Application	Property address	Development Value
2023/491	Taylor Made Buildings	Transportable dwelling	3093 Leeches Creek Road, Collie	\$538,495
2023/492	D. Thompson	Residential shed	13 Elizabeth Street, Gilgandra	\$19,800
				July \$558,295
				Total 2023 \$14,941,002

Applications under assessment

- DA 2022/441 – Sand Quarry
 - DA 2023/480 – Solar Farm
 - DA 2023/485 – Unmanned fuel depot, Tooraweenah
-

MEETING OF:
HELD ON:

GILGANDRA SHIRE COUNCIL
15 AUGUST 2023

- DA 2023/490 – Shed
- DA 2023/494 – Awning
- DA 2023/495 – Change of use

JUNE 2023

DA Number	Actual Days	Stopped Days	Total Days	Working Days	Stopped Work Days	Total Work Days
2023/489	15	0	15	11	0	11
2023/493	10	0	10	8	0	8

Summary Statistics	
No of Applications	2
Total Actual Days	25.00
Mean Actual Days	12.50
Mean Stopped Days	0.00
Mean Total Days	12.50
Mean Work Days	9.50
Mean Work Stop Days	0.00

MEETING OF:
HELD ON:

GILGANDRA SHIRE COUNCIL
15 AUGUST 2023

JULY 2023

DA Number	Actual Days	Stopped Days	Total Days	Working Days	Stopped Work Days	Total Work Days
2023/492	13	0	13	9	0	9
2023/491	46	0	46	32	0	32

Summary Statistics	
No of Applications	2
Total Actual Days	59.00
Mean Actual Days	29.50
Mean Stopped Days	0.00
Mean Total Days	29.50
Mean Work Days	20.50
Mean Work Stop Days	0.00
Mean Total Work Days	20.50
Median Actual Days	29.50

RECOMMENDATION

That the reports be noted.

David Neeves
General Manager

MEETING OF: GILGANDRA SHIRE COUNCIL
HELD ON: 15 AUGUST 2023

PRECIS OF CATEGORY B CORRESPONDENCE

SUMMARY

To pass on relevant information from correspondence received.

.....

Documents mentioned are available upon request for any interested Councillors.

COUNTRY MAYORS ASSOCIATION

Minutes of meeting held 4 August 2023.

RECOMMENDATION

That receipt of the Category B correspondence be noted.

David Neeves
General Manager